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Feature Descriptions

■ **Absent Message Capability**
There are nine flexible absent messages available. If you select a message it will be shown on the display of the calling party's telephone.

■ **Automatic Callback Busy (Camp-On)**
When the selected CO line or extension you have dialed is busy, dial the camp-on code and hang up. Your telephone will ring when the called party is idle. When you answer, their phone rings.

■ **Busy Station Signaling (BSS)**
You can inform a busy extension, which Call Waiting has been set, that you are waiting. The extension hears three beeps.

■ **Call Forwarding (FWD)**
Automatically transfers incoming calls to another extension or to an external destination. The following types are available:

– **All Calls**
All incoming calls are forwarded to another extension.

– **Busy**
All incoming calls are forwarded to another extension, when your extension is busy.

– **No Answer**
All incoming calls are forwarded to another extension, if you don't answer the call.

– **Busy/No Answer**
All incoming calls will be forwarded to another extension, if you don't answer or your extension is busy.

– **to CO Line***
All incoming calls are forwarded to a CO line.

– **Follow Me**
Allows you to remotely set Call Forwarding-All Calls from another extension.

■ **Call Hold**
Allows you to hold an extension or a CO call.

■ **Call Park**
Allows you to "park a call" so that any extension can retrieve it.

■ **Call Pickup**
Allows you to answer a call from any extension.

■ **Call Transfer to Extension**
Transfers incoming CO or extension calls to another extension (screened or unscreened.)

■ **Call Waiting**
Informs you with three beeps that there is a call waiting.

■ **Conference**
Allows you to make a three-party conference.

■ **Do Not Disturb (DND)**
The extension will not receive extension or CO calls.

■ **Do Not Disturb (DND) Override***
Allows you to call an extension even though Do Not Disturb is set.

■ **Executive Busy Override***

– **Extension**
Allows you to enter into an existing extension conversation.

■ **External Feature Access**
Allows you to access special functions (e.g. Call Waiting) offered by a PBX, Centrex or the central office.

■ **Intercom Calling**
Allows you to make a call to another extension.

■ **Line Access, Automatic**
Allows you to select an available CO line automatically.

■ **Line Access, CO Line Group**
Allows each extension to select an idle CO line within the designated CO Line group.

■ **Message Waiting**
Allows you to leave a message for another extension. The message waiting lamp gives a visual indication to the called party.

■ **Paging**
Provides an announcement (page), through the built-in speaker of the telephone or by external speakers.

– **All**
- Page using both built-in speakers and external pagers.

– **External**
- Page using all external pagers simultaneously.
- Page using a specific external pager.

– **Group**
- Page to all groups (all extensions) simultaneously.
- Page to a particular group of extensions using the built-in speakers.

■ **Paging and Transfer**
Allows you to transfer a call to a paged person.

■ **Pickup Dialing**
Allows you to make an outgoing call by lifting the handset, if you have previously stored the phone number.

■ **Redial**

– **Last Number**
Automatically saves the last CO call number you dialed and allows you to make the same outgoing call again.

■ **Station Feature Clear**
Allows you to reset all station features you programmed, which gives two beeps before dialing, to the default settings.

■ **Station Speed Dialing**
Each station can store up to 10 speed dial numbers which are only available to that extension user.

■ **System Speed Dialing**
The system supports 100 speed dial numbers which are available to all extension users.

■ **Timed Reminder**
Each phone can be set to generate an alarm tone at a preset time as a wake up or to remind you of an appointment, etc.

■ **Trunk (CO Line) Answer from Any Station (TAFAS)**
Ringing through the external paging system indicates an incoming CO call. TAFAS allows this call to be answered from any extension.

■ **Voice Mail Integration**
When you are busy or absent, your calls can be forwarded to a mail box of the Voice Processing System.

* These features must first be enabled through System Programming. See the Installation Manual of the Digital Super Hybrid System.

<NOTE>
If you use a dial pulse (DP) type single line telephone, it is impossible to access the features marked " * ".

Basic Operation

■ **Making Calls**

Intercom Calling
- Lift the handset.
- Dial [extension number].

Outward Dialing

– Line Access, Automatic
- Lift the handset.
- Dial [9] + [phone number].

– Line Access, CO Line Group
- Lift the handset.
- Dial [8] + [CO Line group number] (1-8).
- Dial [phone number].

■ **Receiving Calls**
- Lift the handset.

Standard Operation

■ **Absent Message Capability**

Setting

Message 1. "Will Return Soon"
- Lift the handset.
- Dial [7501].
- Replace the handset.

Message 2. "Gone Home"
- Lift the handset.
- Dial [7502].
- Replace the handset.

Message 3. "At Ext (*number*)"
- Lift the handset.
- Dial [7503] + [extension number].
- Replace the handset.

Message 4. "Back at (*time*)"
- Lift the handset.
- Dial [7504].
- Enter [hour] (00-23).
- Enter [minute] (00-59).
- Replace the handset.

Message 5. "Out Until (*date*)"
- Lift the handset.
- Dial [7505].
- Enter [month] (01-12).
- Enter [day] (01-31).
- Replace the handset.

Message 6. "In a Meeting"
- Lift the handset.
- Dial [7506].
- Replace the handset.

Message 7, 8 or 9. (*Unassigned*)
- Lift the handset.
- Dial [7507] - [7509].

–**7507**: for Message 7
–**7508**: for Message 8
–**7509**: for Message 9
- Enter parameters (if required).
- Replace the handset.

Cancelling
- Lift the handset.
- Dial [7500].
- Replace the handset.

■ **Automatic Callback Busy (Camp-On)**

While hearing busy tone;
- Dial [6].

- Confirmation tone is audible.
- Replace the handset.

■ **Busy Station Signaling (BSS**

If a busy tone is heard;
- Dial [1].
- Wait for an answer.

■ Call Forwarding (FWD)

Setting

• Lift the handset.
• Dial as follows:

– All Calls
7102 + extension number

– Busy
7103 + extension number

– No Answer
7104 + extension number

– Busy/No Answer
7105 + extension number

– to CO Line*
7106 + line access code (9, 81-88) + phone number + #

– Follow Me
7107 + your extension number

• Replace the handset.

Cancelling

– At the original extension
• Lift the handset.
• Dial 7100 .
• Replace the handset.

– At the destination extension (Follow Me)
• Lift the handset.
• Dial 7108 .
• Dial your extension number .
• Replace the handset.

■ Call Hold

Setting

• Flash the hookswitch.
• Dial 50 .
- Confirmation tone is audible.
• Replace the handset.

Retrieving

– At the holding extension
• Lift the handset.
• Dial 50 .
– At another extension
(CO Call)
• Lift the handset.
• Dial 53 + held CO line number (01-24).

[If your telephone is connected to the KX-TD816,
• Dial 53 + held CO line number (01-08).]

(Intercom Call)
• Lift the handset.
• Dial 51 + holding extension number .

■ Call Park

Setting

While having a conversation;
• Flash the hookswitch.
- Confirmation tone is audible.
• Dial 52 + parking zone number (0-9).
- Confirmation tone is audible.
• Replace the handset.

Retrieving

• Lift the handset.
• Dial 52 + parking zone number (0-9).
- Confirmation tone is audible (optional).
• Talk.

■ Call Pickup

– CO Line*
• Lift the handset.
• Dial 4 ✳ .
- Confirmation tone is audible (optional).
• Talk.

– Directed
• Lift the handset.
• Dial 41 + extension number .
- Confirmation tone is audible (optional).
• Talk.

– Group
• Lift the handset.
• Dial 40 .
- Confirmation tone is audible (optional).
• Talk.

■ Call Transfer to Extension

– Screened

While having a conversation;
• Flash the hookswitch.
• Dial extension number .
• Wait for an answer and announce.
• Replace the handset.

– Unscreened

While having a conversation;
• Flash the hookswitch.
• Dial extension number .
• Replace the handset.

■ Call Waiting

Setting

• Lift the handset.
• Dial 7311 .
-Confirmation tone is audible.
• Replace the handset.

Cancelling

• Lift the handset.
• Dial 7310 .
-Confirmation tone is audible.
• Replace the handset.

To talk to the new caller, terminating the current call

While hearing call waiting tone;
• Replace the handset.
• Lift the handset.

To talk to the new caller, holding the current call

While hearing call waiting tone;
• Flash the hookswitch.
• Dial 50 .
• Replace the handset.
• Lift the handset.

■ Conference

While having a conversation;
• Flash the hookswitch.
• Dial the third party's number .
• Talk to the third party.
• Flash the hookswitch.
• Dial 3 .

■ Do Not Disturb (DND)

Setting

• Lift the handset.
• Dial 7101 .
-Confirmation tone is audible.
• Replace the handset.

Cancelling

• Lift the handset.
• Dial 7100 .
-Confirmation tone is audible.
• Replace the handset.

■ Do Not Disturb (DND) Overr

Calling a DND extension;
• Dial 1 .

■ Executive Busy Override

– Extension

When a line is busy;
• Dial 2 .

■ External Feature Access

While having a conversation;
• Flash the hookswitch.
• Dial 6 .
• Dial the code for the desired se

■ Message Waiting

Setting

- Lift the handset.
- Dial 701 + extension number.
- Replace the handset.

Cancelling

- Lift the handset.
- Dial 700 + extension number.
- *Confirmation tone is audible.*
- Replace the handset.

Responding to a message

- Lift the handset.
- Dial 702.

■ Paging

– All*

- Lift the handset.
- Dial 32 (or 33) + ✳.
- *Confirmation tone is audible (optional).*
- Announce.

– External

To access all external pagers

- Lift the handset.
- Dial 320.
- *Confirmation tone is audible (optional).*
- Announce.

To access a particular pager only

- Lift the handset.
- Dial 32 + external pager number (1-4).

If your telephone is connected to the KX-TD816,

- Dial 32 + external pager number (1).
- *Confirmation tone is audible (optional).*
- Announce.

– Group

To access all groups simultaneously

- Lift the handset.
- Press 330.
- *Confirmation tone is audible (optional).*
- Announce.

To access a particular group of extensions

- Lift the handset.
- Dial 33 + extension group number (1-8).
- *Confirmation tone is audible (optional).*
- Announce.

– Answer

- Lift the handset.
- Dial 42 + external pager number (1-4). or 43.

If your telephone is connected to the KX-TD816,

- Dial 42 + external pager number (1). or 43.

–**42**: To answer a page sent to the external pager/TAFAS.

–**43**: To answer a page sent to the built-in speaker.

- *Confirmation tone is audible (optional).*
- Talk.

■ Paging and Transfer

To transfer

- Flash the hookswitch before dialing paging feature number (32 or 33).

■ Pickup Dialing*

Storing the phone number

- Lift the handset.
- Dial 742 + phone number + #.
- *Confirmation tone is audible.*
- Replace the handset.

Setting/Cancelling

- Lift the handset.
- Dial 74.
- Dial 1 or 0.

–**1** : for setting

–**0** : for cancelling

- *Confirmation tone is audible.*
- Replace the handset.

Dialing

- Lift the handset.
- Wait for an answer.

■ Redial*

– Last Number

- Lift the handset.
- Dial #.

■ Station Feature Clear

- Lift the handset.
- Dial 790.
- *Confirmation tone is audible.*
- Replace the handset.

■ Station Speed Dialing*

Storing phone numbers

- Lift the handset.
- Dial 30 + speed dial number (0-9) + line access code (9, 81-88) + phone number + #.
- *Confirmation tone is audible.*
- Replace the handset.

Dialing

- Lift the handset.
- Dial 3 ✳ + speed dial number (0-9).

■ System Speed Dialing*

- Lift the handset.
- Dial ✳ + speed dial number (00-99).

■ Timed Reminder

Setting

- Lift the handset.
- Dial 761.
- Enter hour (01-12).
- Enter minute (00-59).
- Dial 0 or 1.

–**0** : for A.M.

–**1** : for P.M.

- Dial 0 or 1.

–**0** : for one time alarm setting

–**1** : for daily alarm setting

- Replace the handset.

Cancelling

- Lift the handset.
- Dial 760.
- *Confirmation tone is audible.*
- Replace the handset.

■ Trunk (CO Line) Answer fro Station (TAFAS)

Answer

- Lift the handset.
- Dial 42 + external pager numb

If your telephone is connected t KX-TD816,

- Dial 42 + external pager num

■ Voice Mail Integration

Setting Call Forwarding to Voic Processing System

- Lift the handset.
- Dial 710 + FWD number (2-5

–**2**: FWD-All Calls

–**3**: FWD-Busy

–**4**: FWD-No Answer

–**5**: FWD-Busy/No Answer

- Dial extension number of the V Processing System.
- *Confirmation tone is audible.*
- Replace the handset.

Listening to a stored message

- Lift the handset.
- Dial extension number of the V Processing System.
- *You can listen to the stored mes by following the Voice Mail gui*

Feature Numbers

This Manual uses the initial factory settings (default value) for feature descriptions. If you change the feature number, use new one you programmed instead. Additional Required Digits are different depending on model of the Digital Super Hybrid System, KX-TD816 or KX-TD1232 your telephone is connected to.

Feature Numbers	Default	Your #	Additional Required Digits	
			KX-TD816	KX-TD1232
Absent Message Capability set/cancel	750		1-9/0	1-9/0
Account Code Entry	49		Acct. code + #(99)	Acct. code + #(99)
Alternate Calling - Ring/Voice	✳			
Call Forwarding set/cancel	710		2-6/0	2-6/0
Call Forwarding - Follow Me set/cancel	710		7/8	7/8
Call Hold	50			
Call Hold Retrieve - Intercom call	51		EXTN.	EXTN.
Call Hold Retrieve - CO call	53			
Call Park/Call Park retrieve	52		0-9	0-9
Call Pickup, CO Line	4 ✳			
Call Pickup, Directed	41		EXTN.	EXTN.
Call Pickup, Group	40			
Call Pickup Deny set/cancel	720		1/0	1/0
Call Waiting set/cancel	731		1/0	1/0
Data Line Security set/cancel	730		1/0	1/0
Do Not Disturb set/cancel	710		1/0	1/0
Electronic Station Lockout lock	77		000-999 twice	000-999 twice
Electronic Station Lockout unlock	77		000-999	000-999
Executive Busy Override Deny set/cancel	733		1/0	1/0
External Feature Access	6			
Line Access, Automatic/ARS	9			
Line Access, CO Line Group	8		1-8	1-8
Message Waiting set/cancel/call back	70		1/0/2	1/0/2
Operator Call	0		0 or 1	0 or 1
Paging-All	32 or 33		✳	✳
Paging-External	32		0/1	0/1-4
Paging External Answer/TAFAS Answer	42		1	1-4
Paging-Group	33		0/1-8	0/1-8
Paging-Group Answer	43			
Pickup Dialing set/cancel/assign	74		1/0/2+phone no.+#	1/0/2+phone no.+#
Redial	#			
Station Feature Clear	790			
Station Speed Dialing	3 ✳		0-9	0-9
System Speed Dialing	✳		00-99	00-99
Timed Reminder set	76		1+*hhmm+0/1+0/1	1+*hhmm+0/1+0/1
Timed Reminder cancel	76		0	0

*hhmm hh : hour (01-12)
mm : minute (00-59)

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